NCU-FRM-37

NCU THE NORTHCAP UNIVERSITY	**INTER OFFICE MEMO**	**10/05/2017**
		Sheet 1 of 1

From: Director-IQAC

To: All IQAC Members
CC: Hon'ble GB & Pro- Chancellor

10th May 2017

MINUTES OF 5th IQAC MEETING, HELD ON 6th MAY 2017 AT 10:30 A.M. IN CONFERENCE ROOM

The Fifth meeting of the IQAC, Post NAAC accreditation held on **6 May'17 (Saturday)** at **10:30 A.M** in the Conference Room. The following members attended the meeting:-

1.	Brig. S K Sharma (Retd.), Officiating VC	Chairperson
2.	Prof. Prem Vrat (Pro-Chancellor)	Special Invitee
3.	Prof Ramaseshan Narasimhan (Dean-SOM)	Member
4.	Dr. Kanu Priya (HOD-School of Law)	Member
5.	Dr. Sushmita Waraich (Officiating HoD, SOM)	Member
6.	Dr. Bharti Arora (Dy. Dean – RDIL)	Member
7.	Prof Swaran Ahuja (HOD EECE & Dean Academics)	Member
8.	Dr. Latika Singh (HOD CSE & IT)	Member
9.	Dr. Amit Srivastava (Officiating HoD - CE)	Member
10.	Prof. A.K. Yadav (Prof. – APS)	Member
11.	Dr. Phool Singh (Dy. Dean – Academics, UG)	Member
12.	Wg. Cdr. Manohar Vasudev (Retd) (COE)	Member
13.	Ms. Deepika Deswal (Dy. Manager – HR)	Member
14.	Mr. Sudam Maitra (Deputy MD, IFB), Ind. Expert	Member
15.	Mr. Kashish Jhamb (Alumni)	Member
	(Leave of absence)	
16.	Col. Bikram Mohanty (Retd.) (Registrar)	Member
17.	Mr. B.K. Gupta (Director - SPA)	Special Invitee
18.	Dr. Anjali Garg (Dy. Dean - PhD Programme)	Special Invitee
	(Leave of absence)	
19.	Prof. Ravindra Ojha (Director, SOET)	Director-IQAC

WELCOME ADDRESS BY CHAIRMAN

The Chairperson welcomed all members to the fifth meeting of IQAC post NAAC accreditation. Thereafter he requested the Director-IQAC to proceed with the agenda of the meeting.

ITEM NO. 1: CONFIRMATION OF THE MINUTES OF THE FOURTH MEETING OF IQAC, held on **11 Mar'17.** Minutes of Meeting attached as **Annexure – 1**.

The key action points of the last meeting were reviewed. The following action points were agreed:

a) Funded research & consultancy/ MDP	
• Identify the key contractors/ builders/ related agencies to communicate the details of the testing set-up of NCUTUC	- **HoD-CE (Jun'17)**
• An HR conclave to be planned in the forthcoming semester to which the HR heads from prominent industries are invited. One of the objectives from the conclave should be identifying skills and jobs of the future, as also exploring consultancy projects for NCU.	- **Dir-SPA & DSOM (Odd Sem.)**
• Cyber Security related conference planned by CSE in Sept'17 should focus on getting projects which can be funded by the govt. The forthcoming interaction with the expert Dr Gulshan Rai should be utilised for generating project ideas/ handholding in this specialised area	- **HoD-CSE (May'17 & Sept'17)**
• A beginning has been made to consultancy. Ms Prerna Chauhan from CLL has bagged an MDP from M/S Lirik Infotech Pvt. Ltd., Gurgaon on communication skill wef Apr'17 and one consulting of Rs. 10 lac has been approved in principle for ECE with DRDO (DRDO Hyderabad).	-
b) Quality Research through Academic Mentoring	
• The new MoU signed between ITB & NCU has the following three additional mapped programmes- B.Engg. (H) – Mechatronics, B.Engg. (H) – Computer Engineering in Mobile systems, M.Engg. – Internet of Things Technologies, The details is being attached in **Annexure 2**. All the heads are requested to encourage/ counsel the students to go for these programs.	- **HoD ME, ECE & CSE**
• Ms. Golda Malhotra to be invited for a guest lecture to bring in an awareness on N+i engagement in the next semester.	- **HoD-CLL (Odd sem)**
c) OBSERVATIONS/ RECOMMENDATIONS BY NAAC FOR QUALITY ENHANCEMENT	
• The poor numbers in 'Professor' category in the faculty mix ratio needs a revisit. The search process for Professors call for exploring new recruiting avenues. Action is needed immediately (May-Jul'17) as the gap should be filled preferably before the next semester's commencement.	- **Dy. Mgr. HR (Jul'17)**
• A benchmark with competitive private universities like Shiv Nadar/ VIT etc and other well established aspiring universities to be compiled and recommendations made. It should share their best practices of work culture, compensation and the psychic income	- **Dy. Mgr. HR (Jul'17)**

elements.	

ITEM NO. 2: ADDRESS THE AREAS OF CONCERN IN SELECTED CRITERIA WHERE NAAC SCORING WAS LOW

a) Curricular Aspects	
• Prof. Raj Singh from Ohio State University, Columbus US who is an Honorary Distinguish professor, NCU is visiting us for a day to conduct an FDP session for NCU faculty (special focus to ME) on 9th May'17.	- **ME Head (May'17)**
• In reference to points no. 2.1.2 on Credit transfer, action plan to be worked out and proposal to be shared with examples in the next meeting.	- **Dy Dean Aca (Jul'17)**
• Explore and share proposal on first year transfer of students to other departments based on seats and results of 1st/ 2nd semester.	- **Dean Aca (Jul'17)**
b) Research, Consultancy and Extension	
• In order to improve the utilization of the financial support scheme for faculty for conference attending, necessary modifications alongwith relaxing certain clauses in the existing SOP to be carried out and shared in the next meeting.	- **HoD CE & Dy. Dean RDIL (Jul'17)**

ITEM NO. 3: SHARING THE PROGRESS MADE AND NEXT STEPS ON 'INNOVATION AND BEST PRACTICES' WAS DONE BY BY DSOET (**Annexure 3**).

• The AQR for year 2016-17 is to be documented.	- **Dir-IQAC (Jul'17)**
• Improvement details in line with DSOET's presentation to be shared by SOL & SOM.	- **Dir- SOM & Head SOL (May'17)**

ITEM NO. 4: EMPLOYABILITY ASSESSMENT TEST FOR STUDENTS – AN UPDATE WAS SHARED BY DIR.- DSOET (**Annexure 4**).

• The CoCubes test, as already informed to the faculty and students, for 3rd year, 2nd year and 1st year, is planned for 18th, 19th and 22nd May respectively. It is mandatory for all students to take this test. DSPA & COE need to coordinate for a smooth conduct of the test.	- **DSOET, DSPA & COE (May'17)**
• The progress made in the employability test improvement for students has not been very healthy. It needs a revisit.	- **SOET Heads**

ITEM NO. 5: AN UPDATE ON NIRF RESULT FOR THE CURRENT YEAR WAS SHARED BY HOD-CE (Annexure No. 5).

• The new NIRF committee has been constituted under the chairmanship of Prof. Swaran Ahuja has been constituted. The relevant progress in future shall be shared in each of the coming IQAC meeting.	- **Chairman-NIRF (Jul'17)**
• Authenticate the NIRF rank (1st private university in Delhi and Haryana) mentioned in NCU documents.	- **Chairman-NIRF (May'17)**
• It was recommended by the Pro-Chancellor that we should apply within the 'Engineering' category in the next NIRF ranking participation. This would provide better opportunity for NCU to appear in the NIRF list.	- **Chairman-NIRF** - **(Jul'17)**
• The PC also recommended focus on the following three areas for sustainability NIRF ranking:- ➢ Teaching learning and resource related processes. ➢ Research and professional practice related processes. ➢ Quality research publication (no paid journals)	- **Chairman-NIRF** - **(Jul'17)**

ITEM NO. 6: STUDENTS PROJECTS – TECHNOVATION, BEST B.TECH. PROJECT AND MAJOR PROJECTS FOR 2017-18 WAS SHARED BY DSOET (Annexure No. 6).

• The top 4-5 major projects of TECHNOVATION have been recommended for the final award round of Best B.Tech. project.	-
• The final evaluation for the Best B.Tech. project by the top management and the external expert has been planned for 27th May'17 at 10 AM. Further details on this shall be informed to the HoDs.	- **DSOET (May'17)**

The next IQAC meeting is planned in the first week of Jul17. The agenda shall be circulated in the month of June.

Prof. Ravindra Ojha
Director – IQAC

Annexure 1

NCU-FRM-37

NCU THE NORTHCAP UNIVERSITY	**INTER OFFICE MEMO**	**11/01/2017**
		Sheet 1 of 1

From: Director-IQAC

To: All IQAC Members
CC: Hon'ble GB & Pro- Chancellor

20th March 2017

MINUTES OF 4th IQAC MEETING, HELD ON 11th MARCH 2017 AT 11:30 A.M. IN CONFERENCE ROOM

The Fourth meeting of the IQAC, Post NAAC accreditation held on **11 Mar'17 (Saturday)** at **11:30 A.M** in the Conference Room. The following members attended the meeting:-

1)	Brig. S K Sharma (Retd.), Officiating VC	Chairperson
2)	Prof. Prem Vrat (Pro-Chancellor)	Special Invitee
3)	Dr. Kanu Priya (HOD-School of Law)	Member
4)	Dr. Ruchi Nayyar (Officiating HoD, SOM)	Member
5)	Dr. Bharti Arora (Dy. Dean – RDIL)	Member
6)	Prof Swaran Ahuja (HOD EECE & Dean Academics)	Member
7)	Dr. Latika Singh (HOD CSE & IT) (**Ms. Suman Bhatia attended the meeting**)	Member
8)	Dr. Amit Srivastava (Officiating HoD - CE)	Member
9)	Prof. A.K. Yadav (Prof. – APS)	Member
10)	Dr. Phool Singh (Dy. Dean – Academics, UG)	Member
11)	Wg. Cdr. Manohar Vasudev (Retd) (COE)	Member
12)	Ms. Deepika Deswal (Dy. Manager – HR)	Member
13)	Mr. R.B. Madhekar (CEO, RBMSS Consultancy), Ind. Expert	Member
14)	Mr. Kashish Jhamb (Alumni) (**Leave of absence**)	Member
15)	Col. Bikram Mohanty (Retd.) (Registrar)	Member
16)	Sukrit Sharma (13CVU043, CGPA- 9.61)	Students Representative
17)	Simar Preet Kaur (13EEU045, CGPA – 9.62)	Students Representative
18)	Mr. B.K. Gupta (Director - SPA)	Special Invitee
19)	Dr. Anjali Garg (Dy. Dean - PhD Programme) (**Leave of absence**)	Special Invitee
20)	Prof. Ravindra Ojha (Director, SOET.)	Director-IQAC

WELCOME ADDRESS BY CHAIRMAN
The Chairperson welcomed all members to the fourth meeting of IQAC post NAAC accreditation. Thereafter he requested the Director-IQAC to proceed for the agenda of the day.

ITEM NO. 1: CONFIRMATION OF THE MINUTES OF THE THIRD MEETING OF IQAC, held on **07 Jan'17.** Minutes of Meeting attached as **Annexure – 1**.

The key action points of the last meeting were reviewed for closing. A few further action points agreed were:

d) Funded research & consultancy/ MDP	
• In order to encourage more faculty participation in VC Innovation fund it is recommended that Dr. Feras provides an awareness session to the faculty in NCU.	- **Feras/ Dy. Dean RDIL (Apr'17)**
• Pro-VC suggested that quality projects which do not get the funds from the Govt. agencies, may apply for VC innovation fund to consider seed funding.	- **HoDs**
• A print advertisement for NCUTUC facility to be given in the local newspaper to facilitate awareness in the region.	- **HoD-CE (Mar'17)**
• SOM to come up with MDP related proposals/ outcomes after engaging with industry/ corporate houses in the next meeting.	- **HoD-SOM (Apr'17)**
• CSE to conduct the Cyber Security/ Analytics related MDP/ workshop.	- **HoD-CSE (Apr'17)**
	-
e) Quality Research through Academic Mentoring	
• APS has planned its conference in Mar'17. ME is planning its conference in Oct'17. ECE & CSE to finalize their conferences and share it in the next meeting.	- **HoDs (Apr'17)**
• ITB, N+i and Michigan Technology University related MoU status was shared by the respective coordinators. One faculty each from ME, ECE & CSE to be identified for more focused outcomes – relevant communication to stakeholders, faculty exchange activity from both sides and students' enrolment for the programs abroad.	- **HoD ME, ECE & CSE**
• Ms. Golda Malhotra to be invited for a guest lecture to bring in an awareness on N+i engagement.	- **HoD-CLL**
f) OBSERVATIONS/ RECOMMENDATIONS BY NAAC FOR QUALITY ENHANCEMENT	
• Separate column for Alumni related news to commence from the next issue in the NCU Newsletter.	- **SPA Dir & Dy. Mgr. HR (Mar'17)**
• HR Dy. Mgr. shared the current status of Faculty Cadre ratio. The gap in the category of 'Professors' is high and needs to be bridged through head hunting, engaging resourceful consultants, taking help of 9.9 team members and involving Sr. faculties of NCU.	- **Dy. Mgr. HR**

ITEM NO. 2: ADDRESS THE AREAS OF CONCERN IN SELECTED CRITERIA WHERE NAAC SCORING WAS LOW

c) Curricular Aspects	
• The points raised by NAAC in the area of curricular where addressed by Dean Academics (**file attached**).	
• Ensure all visiting Prof./ Adjunct Professors give an expert guest lecture on specific topics during their visits to NCU.	- **HoDs**
• In reference to points no. 2.1.2 on Credit transfer, action plan to be worked out and proposal to be shared in the next meeting.	- **Dy. Dean Aca.**
• Students' Feedback form on syllabus revision adopted by CE and SOM to be taken and utilised by all other departments.	- **HoDs (Mar'17)**
• Explore the integrated program of B.Tech. and M.Tech. for new admissions.	- **AK Yadav**
• Explore and share proposal on first year transfer of students to other departments.	- **Dean Aca & Purnima**
d) Research, Consultancy and Extension	
• In order to improve the utilization of the financial support scheme for faculty for conference attending, necessary modifications in the existing SOP to be carried out and shared in the next meeting.	- **HoD CE & Dy. Dean RDIL**
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The next IQAC meeting is planned in the first week of May'17 with the following tentative agenda:-

1. Sharing the progress made and next steps on 'Innovation and Best practices' by DSOET.
2. Employability Assessment test for students – an update and next steps by Dir.- SPA and DSOET.
3. An update on NIRF by HoD-CE.
4. Students projects – Technovation, Best B.Tech. Project and Major projects for 2017-18 by DSOET & HoDs.

Prof. Ravindra Ojha
Director – IQAC